

**CLASS TITLE: SUPERVISING INDUSTRIAL HYGIENIST**

**Class Code: 02755600**

**Pay Grade: 34A**

**EO: B**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To be responsible for the supervision and operation of one or more industrial hygiene programs, including but not limited to occupational safety and health consultation asbestos control, radon control, lead poisoning prevention and indoor air quality/public sector programs; to perform and review highly technical work within the programs; to assist the Chief of the Office of Occupational and Radiological Health in planning, administering and directing activities within the industrial hygiene programs; to assist in the management of other programs within the office as required; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the general supervision of Chief of the Office of Occupational Radiological Health with considerable latitude in the exercise of initiative and independent judgement; work is subject to review through submitted reports and conferences for results attained and conformance to established departmental policies, objectives, laws, and rules and regulations.

**SUPERVISION EXERCISED:** Plans, assigns, supervises, coordinates and review the work of Principal and Senior Industrial Hygienists, Industrial Hygienists, and technical and clerical staff within the industrial hygiene program (s).

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To be responsible for the supervision and operation of one or more industrial hygiene consultative and/or regulatory programs.

To assist in the planning, administering and directing of activities within the industrial hygiene programs.

To provide for the acquisition of proper equipment for program activities.

To perform the most difficult and highly technical field work and sampling programs when required for to identification and evaluation of industrial hygiene and occupational safety hazards in the workplace and other indoor environments; to analyze and interpret findings; and to present conclusions and recommendations in technical reports.

To plan and provide for staff training in industrial hygiene, occupational safety, asbestos, radon, lead and indoor air quality policies and procedures, as well as the technical aspects of the work.

To provide oversight and assure quality control of field work activities for program staff and private contractors, including the use of complex technical instruments for the testing of chemical and noise exposures, the evaluation of ventilation systems, the detection of various types of radiation, the assessment of biological contamination, and the characterization of individual exposures to potential safety and health hazards, including radon, asbestos and lead paint.

To review technical reports and regulatory correspondence with respect to appropriate identification of industrial hygiene, occupational safety or indoor air quality problems, violations of applicable regulations and standards, and recommended control measures.

To supervise the development of training programs and public education programs related to hazardous materials and operations for private employers, public agencies and the general public.

To recommend enforcement actions issued by the office.

To perform grant and contract management activities.

To coordinate activities with other state and municipal agencies and/or federal agencies.

To participate in the office's planning and regulations development with respect to asbestos control, radon control, lead poisoning prevention, and applicable industrial hygiene/indoor air quality issues as required and assigned by the Chief.

To oversee the development and maintenance of applicable regulations.

To supervise other programs or activities as may be assigned by the Chief.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of industrial hygiene procedures, regulations and standards and the ability to apply such procedures for the evaluation and control of exposure hazards; the ability to provide planning, technical supervision and review of the industrial hygiene programs; the ability to communicate technical information, both verbally and in writing, on occupational and environmental hazards and risks; the ability to maintain working relationships with representatives of industry, labor, public agencies and the general public; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

**Education:** Such as may have been gained through: possession of a Master's Degree in industrial Hygiene, Public Health, Engineering or Science, supplemented by completion of college courses in chemistry, physics, biology, and mathematics; and successful completion of training courses in industrial hygiene and occupational safety topics offered by recognized colleges or nationally recognized training centers; and

**Experience:** Such as may have been gained through: considerable employment in a responsible position at a supervisory level in the field of industrial hygiene, occupational safety and/or asbestos control, radon control, lead poisoning prevention and indoor air quality. Accreditation as a Certified Industrial Hygienist (CIH), Certified Safety Professional (CSP), or Professional Engineer (PE) would be desirable, though not necessary, at time of employment.

**Or,** any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: December 19, 1999

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